

**VILLAGE OF NORTHFIELD
BOARD OF TRUSTEES
Minutes of May 13, 2008**

- I. **ROLL CALL:** Chair Jim Wilson, Trustees Samantha Baraw, Libby Hambleton, Thomas McCarney, and Richard Sutor. Also present were Village Manager Nanci Allard, Accounting Manager Laurie Baroffio, Sally Davidson (Board of Recreation), and Kathleen Lott (*Northfield News & Transcript*).

Chair Wilson called the meeting to order at 7:00 p.m.

II. **PUBLIC PARTICIPATION (Scheduled)**

- a. **Sally Davidson, Northfield Board of Recreation:** Ms. Davidson is concerned about the water and sewer charges at the pool. She is looking to have some of these charges (over \$2000) relieved as the Recreation account is over budget. The Water/Sewer crew has been up to the pool and they can't find the suspected leak in the pool; they now are thinking that it is in the pipeline. Trustee McCarney stated that this relief hasn't been a past practice. That's not to say that we could not do this, but it hasn't been done. Trustee Sutor is concerned about transferring the cost by abatement from the Town to ratepayers. Manager Allard agrees that this should not be done. Chair Wilson would like to take this item into advisement and to report back to the Board of Recreation. Manager Allard stated that the Selectboard did not have any concerns with this budget item. After further discussion, it was decided to not change the current policy regarding water leaks that result from an area that is the customer's responsibility.

III. **ACTION ITEMS**

- a. **Approval of Minutes**
1. **April 29, 2008 (Regular Meeting).** Motion by Trustee Hambleton, seconded by Trustee Sutor, to approve the minutes. **Motion passed 5-0-0.**
- b. **Approval of Bills**
1. **Warrant #23-08:** Motion by Trustee Sutor, seconded by Trustee Hambleton, to approve Warrant #23-08 in the amount of \$333,230.86. **Motion passed 4-0-1, with Trustee McCarney abstaining due to the possible appearance of a conflict of interest on warrant items.**
- c. **Village Clock Agreement.** Motion by Trustee McCarney, seconded by Trustee Sutor, to approve the agreement. Trustee McCarney is concerned that the agreement does not include the stipulation that the church maintains the steeple. This item will be revisited after Manager Allard discusses this matter with the attorneys. There also was concern that the hands were beyond repair and new hands had to be purchased. The cost is estimated to be \$900. Trustee McCarney recommends that the Village should pay an amount up to the total cost to be determined by discussion between Manager Allard and the contractor.
- d. **Accounts Receivable – Uncollectable:** There was a list of some very old accounts receivable that had not been collected. Manager Allard is asking the Trustees to abate the amount of \$7,193.94 for the Electric department, \$1,341.66 from General Fund, \$85,726.41 Community Development Fund, and \$7,990.16 for Water Department. Motion by Trustee Sutor, seconded by Trustee McCarney, to abate the amounts on the lists attached to the memo and authorize Manager Allard to sign for the Board of Trustees. **Motion passed 5-0-0.**
- e. **MUNIS Beta site:** Motion by Trustee McCarney, seconded by Trustee Sutor, to agree to become a Beta site with staff permission. **Motion passed 5-0-0.**

IV. **REPORTS**

- a. **Village Manager**
1. **King Street Substation Upgrade.** As part of the upgrade, there will be a scheduled system-wide power outage on Thursday, May 15, 2008 from 9:00 a.m. to 11:00 a.m. If it rains, the outage will be pushed back one day. Motion by Trustee McCarney, seconded by Trustee Sutor, to allow the Northfield Savings Bank to use the Common during the power outage. **Motion passed 5-0-0.**

2. **New Police Station.** Our engineering firm on this project, E.F. Wall, has started the bidding for contractors.
3. **Committee Meetings.** The Merger Committee will meet next Tuesday (05/20/08).
4. **Dog River Phase 2 Stream Geomorphic Assessment.** The contract with the successful bidder for this project (Bear Creek Environmental) has been signed and returned for countersignature.
5. **Safe Routes 2 School Signage Cooperative Agreement.** The contract has been signed and returned to the State.
6. **Northfield Planning Commission.** There currently is one vacancy on the commission. The Planning Commission is holding a Special Meeting this Wednesday (05/14/08) to interview the candidates and subsequently make a recommendation to the Selectboard. The vacant position is one that is reserved for a non-Village resident.

b. Committee Reports

1. **Merger Committee.** The next meeting will be Tuesday, May 20, 2008.
2. **Inter-Local Agreement Committee.** Minutes of the meeting held last week (05/06/08) were in the packets. There was a discussion of the proposed rate increases. Test wells at the Wellfield also were discussed and the Committee recommended that we should go forward and put them in place. Motion by Trustee Suitor, seconded by Trustee McCarney, to authorize the two test wells subject to an approval from Norwich University because the test wells would be on its property. **Motion passed 5-0-0.** Trustee McCarney asked Manager Allard to discuss with the Selectboard the possibility of splitting the cost of these test wells between Town and Village, as the abandoned Town dump is the area to be monitored for protection of the Village Wellfield.

c. Miscellaneous

1. **Ludlow Biomass Plant.** Trustee Suitor submitted a memo of explanation that outlined the advantages and disadvantages of the project. He strongly recommends that we look at doing this project at a later time but not at this moment.
2. **Efficiency Vermont Project update.** None.
3. **Water Project update.** Work has begun in Northfield Falls and is going well.
4. **Maintenance Person Position.** There was a question regarding the job description: since this person would be doing some cleaning of Municipal facilities, would he be replacing the current janitor? No, he would not.
5. **Water Street Parking.** Trustee McCarney would like to see an ordinance to prohibit parking on the east side of Water Street from the Wall Street intersection north to the intersection of Union Street/footbridge. Manager Allard will prepare a draft ordinance and bring to the Board.

V. PUBLIC PARTICIPATION (Unscheduled): None.

VI. ADJOURNMENT: Motion by Trustee McCarney, seconded by Trustee Hambleton, to adjourn. **Motion passed 5-0-0.**

The Board adjourned at 9:13 p.m.

Respectfully submitted,

Samantha H. Baraw

Samantha H. Baraw, Clerk

These minutes are subject to approval at the next regular meeting.